

# **CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)**



## **TRADE PARTNER PANEL DISCUSSION**

**April 30, 2020**

# CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)

## 4C OVERVIEW

- Coalition of 30+ Charlotte-Area General Contractors
- 4C Mission: Create a consistent safety environment across job sites in our region in order to keep employees, subs, vendors, owners, and the public safe and healthy as well as to keep our projects moving forward as an essential business.
- What we have been working on...
  - Establishing Consistent Jobsite Protocols
  - Sourcing Needed Supplies (Face Masks, Cleaning, Temperature Scanning)
  - Ensuring Inspectors Have Safe Access to Project Sites
  - Short & Long Term Implications of Working in the Office & Field



# CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)

## INTRODUCTION: PANELISTS



Randy Fichera  
Barnhill



Hunt Werner  
Balfour Beatty



Chris Frye  
Barringer



Richard Cerretti  
JE Dunn



Steve Keckeis  
Messer



Marcus Rabun  
Myers & Chapman



# CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)

## PARTICIPATING GENERAL CONTRACTORS INCLUDE

**Balfour Beatty**

**BARNHILL  
CONTRACTING  
COMPANY**

**BARRINGER  
CONSTRUCTION**

**BATSON-COOK  
CONSTRUCTION**

**BECK**

**BRASFIELD  
& GORRIE**

**BUILTECH**  
ALWAYS BUILDING TRUST™

**CAROCON**

**CHOATE**  
— CONSTRUCTION —

**Concorde  
CONSTRUCTION**

**DPR  
CONSTRUCTION**

**EDIFICE**  
GENERAL CONTRACTORS

**EDISON  
FOARD  
CONSTRUCTION**

**ELFORD**

**FRAMPTON  
CONSTRUCTION**

**Gilbane**

**HARKER**  
COLLABORATIVE CONSTRUCTION



**H  
HOLDER**

**JE DUNN  
CONSTRUCTION**

**JN  
Cope**

**LANDMARK**  
We Build Confidence.

**MARAND  
BUILDERS**

**Messer**

**McFARLAND  
CONSTRUCTION**

**metcon**  
BUILDINGS ■ INFRASTRUCTURE

**METROLINA BUILDERS**  
GENERAL CONTRACTORS

CONSTRUCTION SERVICES SINCE 1953  
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Your Building Partner®

**RANGER  
CONSTRUCTION**

**ROBINS & MORTON**

**ROBY | commercial**

**RODGERS**  
Our Passion is Building®

**SC HONDROS  
& ASSOCIATES, INC.**

**SAMET  
CORPORATION**

**Shelco**  
Building Excellence

**Turner**

**TYLER 2  
CONSTRUCTION**

**VANNOY  
CONSTRUCTION**

**WHITING-TURNER**



# **CONSISTENT SAFETY PROTOCOLS**



# SIGNAGE

## SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION



**SOCIAL DISTANCING**  
DISTANCIAMIENTO SOCIAL



**COVER YOUR MOUTH**  
CÚBRETE LA BOCA



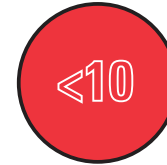
**FRESH AIR**  
AIRE FRESCO



**STAY HOME IF SICK**  
QUEDARSE EN CASA SI ESTÁ ENFERMO



**ESSENTIAL WORKERS ONLY**  
SÓLO LOS TRABAJADORES NECESARIOS



**LIMIT GATHERING**  
LIMITAR LAS REUNIONES EN GRUPO



**WASH HANDS OFTEN**  
LAVARSE LAS MANOS CON FRECUENCIA



**CLEAN SURFACES**  
SUPERFICIES LIMPIAS



**BEEN IN CONTACT? STAY HOME!**  
¿HA ESTADO EN CONTACTO? ¡QUÉDATE EN CASA!



**AVOID TOUCHING FACE**  
EVITE TOCARSE LA CARA



**6' DISTANCE IN ELEVATORS**  
6' DISTANCIA EN ELEVADOR



**DAILY HEALTH CHECKLIST**  
CHEQUEO DIARIO DE LA SALUD

PLEASE SEE YOUR PROJECT GENERAL CONTRACTOR FOR ADDITIONAL INFORMATION OR ANY QUESTIONS.



LARGE SIGNAGE  
WITH SIMPLIFIED  
SAFETY  
GUIDELINES

IN BOTH  
ENGLISH &  
SPANISH

# HANDOUTS

## ELABORATE ON SAFETY PROTOCOLS LISTED IN SIGNAGE (ENGLISH & SPANISH VERSIONS)

### SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK



#### SOCIAL DISTANCING

- Stay at least 6 feet (2 meters) from other people.
- Exhaust all methods to adhere to this rule before considering 2 man activities. Wear proper PPE when within 6', to include face mask or shield.
  - Consider shift work if necessary, to maintain 6 foot social distancing.



#### STAY HOME IF SICK

- If you feel sick, stay at home and reference the CDC website.
- If someone appears sick, say something to them, their supervisor, your supervisor. If warranted, they should be asked to leave site and follow proper protocol.



#### WASH HANDS OFTEN

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- Hand wash stations at entry to project.
  - Hand sanitizer acceptable.
  - Workers required to wash hands entering work area, before and after breaks and meals, and before leaving work area.
  - Disposable towels only.
  - Sanitize locations at least daily, several times a day for heavy usage.



#### AVOID TOUCHING FACE

- To help prevent infections, keep your hands away from your eyes, nose, and mouth.



#### COVER YOUR MOUTH

- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
  - Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.



#### ESSENTIAL WORKERS ONLY

- No unnecessary people on jobsite.
- Use technology to assist with communication.



#### CLEAN SURFACES

- Clean AND disinfect frequently touched surfaces daily. This includes phones, tools, PPE, elevators, tables, doorknobs, light switches, countertops, handles, desks, keyboards, toilets, faucets, and sinks.
- Any shared tools or equipment must be sanitized between users. This includes, but is not limited to, rental machinery or equipment, contractor owned equipment, PPE, power and hand tools, vehicles, tool boxes, ladders.
  - Disinfect all equipment thoroughly at the beginning and end of each workday.
  - Empty jobsite trash cans on a daily basis.



#### 6' DISTANCE IN ELEVATORS

- Post number of personnel allowed in an elevator to ensure personnel maintain 6' social distancing.
- Standing queue with distance markers on the floor every 6 feet.
  - Encourage Stair usage.
  - Consider limiting elevator use for material and handler only.



#### FRESH AIR

- Encourage outdoor meetings, increase ventilation indoors and use of clean air machines.
- Look at changing the outside air exchange through the HVAC system.
  - Prop doors open whenever possible.



#### LIMIT GATHERING SIZE

- Minimize gathers for lunch, breaks and meetings to less than 10 people and maintain social distancing.
- No shared use of refrigerators or microwaves.
  - Avoid use of food trucks on all project sites.
  - Consider restricting food & drink to work vehicles or designated break areas.



#### BEEN IN CONTACT? STAY HOME!

- Stay at home and notify your supervisor and follow company policy.



#### DAILY HEALTH CHECKLIST

- Onsite staff to monitor health.
- GC team to conduct routine morning health check before work begins. Ensure everyone feels healthy.

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION / APRIL 2020



### GUIA DE SEGURIDAD DURANTE EL BROTE DEL COVID-19



#### DISTANCIAMIENTO SOCIAL

Manténgase al menos 6 pies (2 metros) de distancia de otras persona.

- Si la actividad requiere a (2) personas en proximidades menores de 6 pies, el equipo personal adecuado tiene que ser utilizado, incluyendo las mascarillas o los protectores para la cara completa.
- Considere trabajar por turnos para mantener el distanciamiento social de 6 pies.



#### QUÉDATE EN CASA SI ESTÁS ENFERMO

Si te sientes enfermo, quédate en casa y haga referencia al sitio web de los CDC.

- Si alguien se ve enfermo, déjale saber a tu supervisor, o al supervisor de esa persona. Si es justificado, se les debe pedir que abandonen el sitio y sigan el protocolo adecuado.



#### LÁVESE LAS MANOS CON FRECUENCIA

- Lávese las manos a menudo con agua y jabón durante al menos 20 segundos, especialmente después de haber estado en un lugar público, o después de sonarse la nariz, toser o estornudar.
- Estaciones de lavado de manos a la entrada del proyecto.
  - Desinfectante de manos es aceptable.
  - Los trabajadores deben lavarse las manos antes de entrar al área de trabajo, en los descansos y a la hora de comer, y antes de salir del área de trabajo.
  - Solo toallas desechables son permitidas.
  - Desinfectar las instalaciones diariamente, o ideal varias veces al día.



#### EVITE TOCARSE LA CARA

Para ayudar a prevenir infecciones, mantenga las manos alejadas de los ojos, la nariz y la boca.



#### CÚBRETE LA BOCA

- Cúbrase siempre la boca y la nariz con un pañuelo de papel cuando tose o estornude o use el interior del codo.
- Tirar los pañuelos usados a la basura.
  - Lávese las manos inmediatamente con agua y jabón durante al menos 20 segundos. Si el agua y el jabón no están disponibles, límpiolo las manos con un desinfectante de manos que contenga al menos 60% de alcohol.



#### SÓLO LOS TRABAJADORES NECESARIOS

- Solo personas necesarias para efectuar el trabajo serán admitidas en la obra.
- Utilice la tecnología para ayudar con la comunicación.



#### SUPERFICIES LIMPIAS

Limpie y desinfecte las superficies que son tocadas frecuentemente. Esto incluye teléfonos, herramientas, PPE, ascensores, mesas, las manillas de las puertas, interruptores de luz, mesa, escritorios, teclados, inodoros, grifos y fregaderos.

- Cualquier herramienta o equipo compartido debe estar desinfectado entre los usuarios. Esto incluye, pero no se limita a, maquinaria o equipo de alquiler, equipo propiedad del contratista, PPE, herramientas de energía y mano, vehículos, cajas de herramientas, escaleras.
- Desinfecte todos los equipos a fondo al principio y al final de cada día laboral.
- Vaciar los basureros diariamente.



#### 6' DISTANCIA EN ELEVADOR

Indique el Número de personal permitido en un elevador para garantizar que el personal mantenga un distanciamiento social de 6'.

- Indicar con marcadores la distancia en el suelo cada 6 pies.
- Recomendar el uso de escaleras.
- Considere la posibilidad de limitar el uso del elevador solo para el material y el que lo maneja.



#### AIRE FRESCO

Recomendar reuniones al aire libre, aumentar la ventilación en interiores y el uso de purificadores de aire.

- Cambiar el intercambio de aire exterior a través del sistema de aire acondicionado (HVAC).
- Abrir y mantener las puertas abiertas cuando sea posible.



#### LIMITAR LAS REUNIONES EN GRUPO

Minimizar las reuniones para el almuerzo, los descansos y las reuniones tienen que mantenerse menos de 10 personas y mantener el distanciamiento social.

- No compartir los refrigeradores o microondas.
- Evite el uso de Loncheras en todos los sitios de proyectos.
- Considere la posibilidad de restricciones de alimentos y bebidas a vehículos de trabajo o áreas designadas para descansar.



#### ¿HA ESTADO EN CONTACTO? ¿QUÉDATE EN CASA!

Quédate en casa y notifica a tu supervisor y sigue las reglas de la compañía.



#### CHEQUEO DIARIO DE LA SALUD

- Personal encargado debe monitorear la salud.
- Equipo del GC debe hacer una rutina para chequear la salud diariamente. Estar seguros de que todos estén saludables.

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION / APRIL 2020





# ADMIN GUIDELINES

## FOR SITE PERSONNEL (ENGLISH & SPANISH VERSIONS)

### SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK

#### ADMINISTRATIVE GUIDELINES

Post CDC guideline signage on your jobsite.

First aid kits should be well stocked and have nitrile gloves and a breathing barrier.

Update site logistics plans to show hand wash, hand sanitizer and tool disinfecting stations.

In the event of an employee calling in sick, determine reason for calling in sick. Are they sick themselves, taking care of others, previously exposed to others, or just unsure of what to do? Determine state of situation and notify job superintendent. This needs to be clearly communicated to subcontractors onsite as well.

In the event of a possible contamination on your jobsite, determine who the infected person was in contact, where they worked, what tools they used, etc. Relay information to Superintendent for further guidance. DO NOT suspend work, send people home, or take other actions unless directed by company leadership. DO NOT discuss any employee's medical status as they are protected under HIPAA. Do your best to control spread of rumors and misinformation.

Keep roster of all persons on jobsite in case it's needed for later reference (include owners, inspectors, visitors, delivery drivers, etc.)

Keep roster of all persons on jobsite in case it's needed for later reference (include owners, inspectors, visitors, delivery drivers, etc.)

Discourage carpooling large groups of workers. Best to drive alone or with a very small number of riders.

Have contractor state clearly in their daily reports steps taken to limit spread of virus.

Stagger lunches and breaks to avoid congregation of large groups in break area. Also consider spreading personnel out to multiple break areas or request breaks be taken offsite.

If temperature checks are implemented, make sure you are following HIPAA and your company's policies.

If a person is suspected of COVID 19, promptly notify the build and owner.

### GUÍA DE SEGURIDAD DURANTE EL BROTE DEL COVID-19

#### GUIAS ADMINISTRATIVAS

Publique la guía de seguridad del CDC en su sitio de trabajo.

Los botiquines de primeros auxilios deben estar bien abastecidos y tener guantes de nitrilo y mascarillas

Indicar claramente la localización de las áreas para el lavado de manos, el desinfectante de manos y las estaciones de desinfección de herramientas

En el caso que un empleado se escuse por estar enfermo, determine la razón de su enfermedad. ¿Están enfermos ellos, están cuidando a familiares enfermos, previamente expuestos a otros, o simplemente inseguro de qué hacer? Determinar el estado de la situación y notificar al superintendente de trabajo. Esto también debe comunicarse claramente a los subcontratistas en el sitio de trabajo

En caso de una posible contaminación en su lugar de trabajo, determine quién estaba en contacto con la persona infectada, dónde trabajó, qué herramientas utilizaron, etc. Comunicarle la información al Superintendente para obtener más orientación. NO suspenda el trabajo, no envíe personas en casa, o tomar otras medidas a menos que sea dirigida la gerencia de la empresa. NO discuta el estado médico de ningún empleado, ya que están protegidos bajo HIPAA. Haga todo lo posible para controlar la propagación de rumores y de información no apropiada.

Mantener las listas de todas las personas que están en el lugar de trabajo en caso de que sea necesarios para referencia. (Incluir a propietarios, inspectores and visitantes, conductores de entrega, etc.)

Evitar el uso compartido de automóviles en grupos grandes. Lo mejor sería manejar solo o con un grupo pequeño de pasajeros.

Hacer que el contratista indique claramente la información en el reporte diario para tomar las medidas y limitar la propagación del virus.

Alternar los almuerzos y los descansos para evitar la congregación de grupos en las áreas de descanso. También considere la posibilidad de extender el personal a múltiples áreas de descanso o solicitar descanso tomados fuera del sitio.

Si se implementa el chequeo de tomar la temperatura a los trabajadores, asegúrese de que está siguiendo HIPAA y las políticas de su empresa

Si se sospecha que una persona de COVID 19, notifique inmediatamente al propietario y a su jefe de compañía





# SIGNAGE ON ACTUAL/POTENTIAL CASES & RETURNING TO WORK

## IF ANY PERSON AT A JOB SITE OR OFFICE TESTS POSITIVE OR IS SUSPECTED OF HAVING COVID-19

### THIS PROCESS APPLIES WHEN ANYONE AT THE JOBSITE OR OFFICE

- Tests Positive for COVID-19 OR
- Has a test result pending for COVID-19 OR
- Is suspected of having COVID-19 by a medical professional

### SUPERINTENDENT OR OFFICE LEADER WILL:

#### ASK ILL PERSON TO LEAVE IMMEDIATELY

##### Determine Facts.

- When was ill person last onsite?
- Did ill person have any symptoms while onsite?  
IF YES:
  - Where was ill person last onsite?
  - Who did ill person have **close contact** with onsite?

##### Identify Close Contacts.

- If ill person had symptoms while onsite, identify all subcontractors or other persons onsite that had close contact with the ill person on the week they became symptomatic, and contact the project team to notify them. For guidelines on how to handle potential exposure reference *What should I do if I might have been exposed?* from [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html)

##### CLOSE CONTACT IS:

BEING WITHIN APPROXIMATELY 6 FEET (2 METERS) OF A SYMPTOMATIC PERSON WITH COVID-19 FOR 10 MINUTES OR LONGER.



#### ASK CLOSE CONTACTS TO LEAVE IMMEDIATELY

##### Manage Incident.

###### CLEAN

1. Consult with safety manager, project team and BUL on scope of cleaning
2. If ill person had symptoms while onsite:
  - a. Close affected portion of jobsite
  - b. Hire qualified cleaning company to disinfect site
  - c. Reopen site

###### COMMUNICATE

- Contact the project team, BUL, and safety manager. Immediately notify the superintendent
- Notify client of current situation
- Notify subcontractors that are actively working on the site

###### TRACK

Safety Manager tracks:

- Initial response and remediation
- Individuals impacted
  - Who left work
  - When did they return
- Notifications of appropriate authorities

## WHEN AN INDIVIDUAL WITH COVID-19 (POSITIVE OR SUSPECTED) CAN RETURN TO WORK

### THIS PROCESS APPLIES WHEN ANYONE AT THE JOBSITE OR OFFICE

- Tests Positive for COVID-19 OR
- Has a test result pending for COVID-19 OR
- Is ill and is told by a medical professional to self-quarantine

### AN INDIVIDUAL CAN RETURN TO WORK BY FOLLOWING PATH A OR PATH B

#### PATH A

Received two (2) negative COVID-19 tests

AND

No signs of illness or fever, without using fever-reducing medicine, for 7 days.

OR

When a doctor says it is okay to return to work.

OR

#### PATH B

Completed self-isolation per CDC guidelines or as directed by medical professional.

AND

No fever for at least 72 hours (without use of medicine that reduces fevers).

AND

No symptoms.

AND

At least 7 days have passed since symptoms first appeared.

For all questions regarding when an individual can return to work, contact your BUL.

## NON-COVID-19 ILLNESS: WHAT TO DO WHEN SOMEONE IS SICK

### ANYONE WHO IS NOT FEELING WELL OR WHO IS SHOWING SYMPTOMS SHOULD STAY HOME.

#### THE PERSON IS NOT FEELING WELL

Stay home.

Seek medical care if necessary.

#### RETURN TO WORK ONLY WHEN:

No signs of illness or fever, without using fever-reducing medicine, for 7 days.

OR

When doctor says it's okay to return to work.

VS

#### THE PERSON IS NOT FEELING WELL AND EXHIBITS TWO (2) OF THE FOLLOWING SYMPTOMS PER CDC GUIDELINES:

- Shortness of breath
- Fever
- Cough

IF THE PERSON EXHIBITS A FEVER WITH ONE (1) OF THE OTHER SYMPTOMS, REFERENCE "RETURN TO WORK WHEN ACTUAL/SUSPECTED COVID-19 CASE EXISTS"

For all questions regarding when an individual can return to work, contact your BUL.

# EMPLOYEE OPTIONS SIGNAGE FROM WB MOORE

🦠 Anxious and/or Impacted by COVID-19? 🦠

## What are my options as an essential employee?



### Continue Working

*Our work is not only  
Essential - so are you!*

The Health and Safety of both you and your families is of the utmost importance. We welcome you to continue working during this Pandemic.

We have implemented some additional safety protocols, following the CDC guidelines as a result of COVID-19, that you must adhere to in order to ensure the safety of you and others.



Keep in mind, the climate continues to change with more & more restrictions so this is **no guarantee** that our work will not be impacted at some point during this pandemic.



### Federal Paid Leave

(Max 10 days or 80 hours)

You qualify if you:

- ✓ Have been advised by a health care provider to self-quarantine due to concerns related to COVID-19; or
- ✓ Are experiencing symptoms of COVID-19 and are seeking medical diagnosis,

**100% of Pay**  
**Max amount \$511/per day or \$5,110**  
**over entire paid sick leave period**

You qualify if you are:

- ✓ Caring for an individual who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 or an individual who has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
- ✓ Caring for your child whose school or place of care is closed, or childcare provider is unavailable, due to COVID-19 related reasons;

**2/3<sup>rd</sup>s of Pay**  
**Max amount \$200/per day or \$2,000**  
**over entire paid sick leave period**

**No interruption in benefits!**

### Federal FMLA

(Max 12 weeks)

You qualify:

- ✓ If you are caring for your child (18 or younger) whose school or childcare provider is closed or unavailable for reasons related to COVID-19.



The first 10 days of Federal FMLA are unpaid, but federal paid leave can be used to cover this time.

**An additional 10 weeks of**  
**2/3<sup>rd</sup>s of Pay**



### Unemployment

The federal government under the **CARES Act** has enhanced the NC State Unemployment program.

If you feel that by working you or your family members' health could be placed in jeopardy, you could leave your employment and apply for Unemployment.

Here are some things to take into consideration:

- ✓ The maximum NC Unemployment weekly benefit amount is \$350.00 (The CARES Act adds an additional \$600)
- ✓ The one week waiting period & work search requirements have been waived.
- ✓ A person's unemployment insurance benefits are calculated based upon wages earned during a 12-month period.
- ✓ **WB Moore benefits would end effective same day and employee would be eligible for COBRA.**
- ✓ **We will do our best to bring back those who end their employment due to COVID-19 reasons.**

Questions about unemployment?  
Contact NC DES for more information:  
1-888-737-0259

<https://des.nc.gov/apply-unemployment>

# MCKENNEY'S COVID-19 PREVENTION JOBSITE SAFETY PRACTICES



## COVID-19 Prevention - McKenney's Jobsite Safety Practices to Help Slow The Spread

### Avoid Groups

1. Keep crew at a minimum of 6' during Flex & Stretch and PTPs.
2. Avoid close contact with people who are sick.
  - a. Close contact includes riding in the same vehicle, eating lunch together, living in the same household or being within 6' of an infected individual for a prolonged period of time
  - b. Close contact does not include walking past someone, working on the same jobsite as someone, or being in the same general vicinity as an infected individual
3. Schedule work so as not to overlap with other trades
4. Take breaks/lunch in outdoor areas if possible: maintain separation and receive fresh air.
5. Avoid commonly used areas/main entry points into buildings: use service entrances and loading docks.
6. Do not allow gatherings of 10 people or more and ensure a 6-foot distance between people when meeting in smaller groups.
7. Schedule/attend meetings online or via conference call whenever possible.

### Mobile Equipment

Scissor lifts, single man lifts, lulls, forklifts, pallet jacks, duct jacks

1. Do not share equipment with other trades.
  - a. Lock up control boxes and take keys out of equipment to prevent others from using our equipment
  - b. Don't borrow mobile equipment from other trades or companies
2. Get unused or non-needed equipment off the job.
3. Identify cardboard, plastic and metal surfaces and schedule to clean at the beginning & end of shift, after lunch or significant periods away from/between use of equipment.
4. Follow cleaning guidelines in the middle of this page. If bleach solution is not available or if bleach is harmful to material, use dish soap and water to clean surfaces. Park equipment in the sun when possible to help equipment dry.

### Pre-Task Plans (PTPs)

1. PTPs must include hazard identification of potential COVID-19, along with specific hazard prevention steps to reduce the likelihood of exposure, including, but not limited to:
  - a. Re-check if anyone on our crew is experiencing flu-like symptoms & what should happen if someone exhibits these symptoms during the shift
  - b. Possible trade stacking or working within 6' of other trades
  - c. Surfaces that may have become contaminated since the last working shift
  - d. Any challenges with tool/equipment cleaning or hand washing stations
  - e. Port-a-Johns/Bathrooms
  - f. Any schedule/work order changes that may influence the above items
  - g. Use and cleaning of PPE, with a reminder not to share gloves, glasses and face shields

### Cleaning Tools/Equipment/Surfaces

Clean equipment regularly with bleach and water solution. The proper ratio for bleach to water is:

**5 Tablespoons - 1/3 a cup of bleach - to 1 gallon of water**  
**For spray bottles: 3 teaspoons - less than half an ounce of bleach - to 24 oz of water**

1. Keep a wet hand towel sprayed with the cleaning mix on your cart to wipe down your tools before you grab them. The towel stays wet for hours - just respray within 3 hours
2. Use solution on handrails, steering wheels, chains, seat belt parts, forks, handles, and all other surfaces, especially surfaces in which the body contacts.
3. Let solution air dry, if possible, or wipe dry with a clean cloth.
4. Wash hands before and after cleaning equipment.
5. Some material cannot be cleaned with bleach, i.e. fiberglass. Bleach may discolor or weaken rubber.
6. All common break areas, lunch and break rooms will be cleaned multiple times throughout the shift.

### Hand Sanitizing

1. Hand washing stations must be provided for McK crews throughout the active job areas (one per floor/one per crew) and contain soap and water
2. If soap and water are not available, a hand sanitizer with at least 60% alcohol must be provided (one per floor/one per crew)
3. Wash your hands frequently and thoroughly using soap and water for at least 20 seconds.
  - a. Hand wash prior to shift/prior to breaks & lunch/after bathroom use - or any other opportunity
4. Avoid touching your eyes, nose and mouth with unclean gloves and unwashed hands.

### Ladders

1. Do not share tools/equipment with other trades.
  - a. Lock up tools in carts and gang boxes every shift
  - b. Don't borrow tools from other trades or companies
2. Contact the tool room to get the right size ladders for each crew.
3. If you are not using tools keep them locked in a connex, storage area or near gang boxes.
4. On larger jobs have an apprentice clean tools, duct jacks, chain falls, gang boxes and any other equipment you have on the job.
5. Follow cleaning guidelines in the middle of this page. Bleach solution can damage fiberglass ladders. Use soap and water to clean surfaces.
6. Place ladder in the sun when possible to help it dry.
7. Schedule ladder cleaning at the beginning & end of shift, after lunch or significant periods away from/between use of equipment.
8. As with all tools, take 5 minutes at the end of day and spray down ladders that you will be using the following morning.

### Tools/Equipment

1. Do not share tools/equipment with other trades.
  - a. Lock up tools in carts and gang boxes every shift
  - b. Don't borrow tools from other trades or companies
2. Contact the tool room to get individual tools for each crew member.
3. If you are not using tools keep them locked inside your gang box/cart.
4. On larger jobs have an apprentice clean tools, duct jacks, chain falls, gang boxes and any other equipment you have on the job.
5. Follow cleaning guidelines in the middle of this page. If bleach solution is not available or if bleach is harmful to material, use dish soap and water to clean surfaces.
6. Place tools in the sun when possible to help equipment dry
7. Schedule tool cleaning at the beginning & end of shift, after lunch or significant periods away from/between use of equipment.
8. Take 5 minutes at the end of day and spray down everything you will be using the following morning.

### Port-a-Johns/Bathrooms

1. Where possible, a separate, dedicated Port-a-Johns should be provided for McK crews.
2. Portable bathrooms will be serviced at a minimum of three (3) times a week where we are responsible.
3. Hand sanitizer shall be provided in/around all Port-a-Johns/bathrooms. These units should be cleaned sanitized more frequently based on inspections and reports of use

### Buck Hoists/Elevators

1. Arrange shift schedule to access/exit floors using buck hoist on off-hours from the rest of the project.
2. If McK workers observe a buck hoist that is full and will not allow 6' social distancing, they are to wait for another car.
3. Turn your back to other passengers on the hoist during transit.
4. Do not interact/shake hands and avoid touching other workers while entering/riding/exiting the hoist.
5. Avoid touching the doors, walls and sides of the buck hoist/elevator if possible.

### Food & Personal Belongings

1. Prepare food at home and avoid sharing food while at the jobsite.
2. Do not eat off the food trucks which travel between jobsites and have large groups using them. Avoid all food trucks till further notice.
3. Avoid eating lunch in groups where possible.
4. Don't huddle together in areas like the buck hoist platform or elevator lobby where possible.
5. Wash items like jackets, vests, and gloves at home at the end of each day.
6. Clean gloves at end of shift.
7. Personal belongings you bring to the jobsite, such as lunch boxes and toolboxes, should be wiped down with a cleaning solution mentioned in the middle of this page before bringing to the jobsite each day.

# RESOURCES & SUPPLIES



# FACE MASKS RESOURCES/CONTACTS

## GREENBIRD LABS

Dave O'Brien

[dave@greenbirdlabs.com](mailto:dave@greenbirdlabs.com)

(919) 606-7253

## PARKDALE MILLS

[facemasks@parkdalemills.com](mailto:facemasks@parkdalemills.com)

Or Stacey Heafner

[Stacey.heafner@parkdalemills.com](mailto:Stacey.heafner@parkdalemills.com)

## FB MEDICAL

Fred Beyers,

[Fred@fb-medical.com](mailto:Fred@fb-medical.com)

(704) 681-0053

## BEVERLY KNITS

<https://usafacemaskbki.com/collections/all>

Parker Sytz

(704) 860-3484

## BRAND RPM

Michael Samuelson

[michaels@brandrpm.com](mailto:michaels@brandrpm.com)

(704) 965-6843

## JOOLA MEDICAL

<http://www.joolamedical.com/>



# CLEANING & DISINFECTING SUPPLIES & SERVICES

## INTERSTATE SERVICES

Alex Denton

[adenton@interstatesolutions.net](mailto:adenton@interstatesolutions.net)

(803) 448-3917

## KESCOR FIRE PROTECTION

Eric Dyer

[edyer@kescor.com](mailto:edyer@kescor.com)

(704) 453-9484

## FAGALA BIOHAZARD

John Fagala

[jfagala@hotmail.com](mailto:jfagala@hotmail.com)

## ENVIRONMENTAL DIVERSIFIED SERVICES (EDS)

Jeff Rizzo

704-363-2233

[jeff.rizzo@edsdiversified.com](mailto:jeff.rizzo@edsdiversified.com)

Blair Prentice

704-226-8021

[blair.prentice@edsdiversified.com](mailto:blair.prentice@edsdiversified.com)



# TEMPERATURE SCANNING & EQUIPMENT CONTACTS

## OCCUMEDX

Kalen Stovall

[kalen.stovall@occumedx.com](mailto:kalen.stovall@occumedx.com)

256-221-6163

Main Phone & Email

980-223-5849

[info@occumedx.com](mailto:info@occumedx.com)

## MEDIX TEAM

Nick Burrows

630-330-6445

## MED COR

Troy Butler

815-347-9774

## S1 SAFETY

Doug Chincar

813-951-4583

## AERO TEK

Kara Sparks

773-577-0485





# ADDITIONAL THERMOMETER WEBLINKS

<https://ihealthlabs.com/thermometer-pt3/>



[https://infraredcameras.com/thermal-infrared-products/hot-spot\\_non-contact-infrared-thermometer/](https://infraredcameras.com/thermal-infrared-products/hot-spot_non-contact-infrared-thermometer/)




<https://iproven.com/products/non-contact-thermometer-nct-978>

(Currently sold out, but potential for re-stock)




# RECOVERY READINESS – CUSHMAN & WAKEFIELD GUIDE

People Properties Insights Services

[Home](#) | [Insights](#) | [Recovery Readiness](#) | [Recovery Readiness: A How-to Guide for Reopening your Workplace](#)

## RECOVERY READINESS: A HOW-TO GUIDE FOR REOPENING YOUR WORKPLACE

4/22/2020




### Recovery Readiness: A How-to Guide for Reopening your Workplace

As areas stabilize from the COVID-19 pandemic and stay-at-home restrictions are lifted, organizations will begin to bring workers back into the physical workplace. It's already begun in some parts of the world. In fact, as of April 2020, we have helped move our own employees, and those of our clients, back into more than 800 million square feet of properties globally.

The "Recovery Readiness: A How-to Guide for Reopening your Workplace," outlines some of the best thinking and practices that our more than 53,000 professionals have compiled across the globe and also includes insights from key partners. The recommended practices and protocols already have been implemented at locations across the globe with tremendous success.

We are proud to release this comprehensive guide and look forward to connecting with you to [learn more about how we can help](#).




#### WEBINAR: A HOW-TO GUIDE FOR REOPENING YOUR WORKPLACE

Hear from members of our Recovery Readiness Task Force discuss best practices for organizations preparing to reopen workplaces.

[WATCH REPLAY](#)


[READ RELEASE](#)

#### GET THE GUIDE



[DOWNLOAD GUIDE](#)

#### THE SAFE SIX CHECKLIST



[DOWNLOAD THE CHECKLIST](#)

#### INDUSTRY-SPECIFIC CHECKLISTS

[Retail Readiness Checklist](#)

[Warehouse Readiness Checklist](#)

<https://www.cushmanwakefield.com/en/insights/covid-19/recovery-readiness-a-how-to-guide-for-reopening-your-workplace>

- Comprehensive guide available for download
- Also features checklist & webinar resources



# **CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)**



## **TRADE PARTNER PANEL DISCUSSION**

**April 30, 2020**